

INTERNATIONAL PERSONAL PROPERTY RATE SOLICITATION I-15

**CHAPTER XIX - RATE FILING INSTRUCTIONS**

Item 1900

***Purpose***

This chapter provides procedures and other information required to file international through Government bill of lading (ITGBL) automated SFR in response to SDDC International Personal Property Rate Solicitations and modification letters issued every 6 months. Also, detailed instructions, formats, and error descriptions/codes for rate filings and cancellations are provided. Any changes or items of particular significance unique to each cycle will be included by page changes in that cycle's rate solicitation letter. Transportation Service Providers filing rates in response to SDDC rate solicitation will use these instructions in conjunction with the rate solicitation letters to ensure a totally responsive rate filing.

Item 1901

***Application and Scope***

This instruction is applicable to DOD-approved Transportation Service Providers eligible to transport HHG and UB between designated rate areas in ITGBL service, including intertheater and intratheater shipments but not intra-county shipments (intracounty rates are filed with the appropriate overseas theater command). These instructions provide procedures for filing and canceling rates prior to and during applicable rate cycles.

Item 1902

***Industry Rate Submissions***

Transportation Service Providers are solely responsible for the submission and quality control of their rates. The failure of submissions to actually arrive in the anonymous File Transfer Protocol (FTP) computer at SDDC by the designated filing date will result in nonacceptance of the submissions. Transportation Service Providers/ADP firms are responsible for the selection and actions of their on-line service provider. Transportation Service Providers are also responsible for any internal company computer security and control/use of issued passwords for access to the FTP computer. SDDC may, however, grant Transportation Service Providers/ADP firms one additional opportunity, within 4 working hours after notification by SDDC, to submit a new FTP file if the original file fails to process or a complete loss in transmission before the filing deadline is proven.

Item 1903

***Responsive Offers***

Competitive rates submitted under this program will be received from DOD-approved Transportation Service Providers and forwarders. Any and all rates received may be rejected because of unreasonably higher or lower price.

Item 1904

***Responsible Transportation Service Provider***

A Transportation Service Provider meeting the requirements contained in Appendix B (Tender of Service) of the Defense Transportation Regulation DOD 4500.9-R.

Item 1905

***Rate Filing Prerequisites***

A Transportation Service Provider will have satisfactorily completed the administrative requirements outlined in Chapter 3, prior to participation in the rate filing cycle. Terms and definitions are contained in Chapter 2.

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Item 1906

***Procedures for Filing Rates via FTP***

a. **General.** Transportation Service Providers are solely responsible for the proper preparation, accuracy, and timely submission of their rates. Transportation Service Providers are responsible for establishing quality control procedures and controls that permit their review of rates prior to actual submission to SDDC.

b. **Correction of Previously Submitted Rate Files.** Transportation Service Providers/ADP firms filing rates via FTP prior to the applicable rate filing deadline and subsequently desiring to add, delete, change, or correct one or more rates must submit a complete replacement file prior to the I/F or M/T filing date. Rate submissions after the designated filing date will not be processed.

c. **Use of ADP Servicing Firms.** Transportation Service Providers using ADP firms are required to restrict their use to one firm. Multiple files submitted by one or more firms containing different rates for the same origin-destination record will result in the acceptance of the last submission to SDDC before the required designated date for processing. Transportation Service Providers are solely responsible for the accuracy of their submitted rates.

d. **Procedures for Rate Filing via FTP.** Item 1913 provides detailed technical guidance for properly preparing rate filings in an acceptable format. The Channel Control Listing is forwarded to Transportation Service Providers with each rate solicitation. The listing stipulates open and closed rate fields, by type of service and class of rates, from, to, or between CONUS and overseas rate areas, including intratheater or intertheater areas. An "X" under type of service denotes a closed rate field while a 1, 2, or 3 denotes the particular class of rates applicable to the open traffic channel and code of service. Transportation Service Providers will carefully review this listing to ensure correct rate filings. Rates rejected for failure to conform with the control file or rate class parameters will not be adjusted. The following procedural rate filing guidelines are identified by class of rates for each rate filing cycle:

(1) **Initial Filing.** Transportation Service Providers must file Class 1, 2, or 3 rates prior to the I/F designated filing date for the rate areas and codes of service for which rate area approval is held and they desire to serve. **Nonparticipation in the I/F will preclude participation in the M/T filing for those channels effected.** Transportation Service Providers have the option of filing rates for any authorized origin-destination combination in applicable ITGBL codes of service. Rates from previous cycles will not be brought forward. Rejected Class 1, 2, or 3 rates cannot be corrected.

(a) **Minimum Rate Submission.** Minimum rate submission is \$25 per hundredweight. Rates filed below \$25 will be rejected, precluding participation in that code of service, for that channel, for the cycle.

(b) **Low Rates.** Low rates for each traffic channel will be established based on the I/F submissions. A file identifying the five low rate setters by SCAC code will be available for Transportation Service Providers/ADP firms upon request.

(2) ***Me-Too Filing.***

(a) **Class 1.** Class 1 rates will not be filed in the M/T filing. Class 1 rates filed during the I/F that fall within the maximum filing criteria of \$105 above or 200 percent of the low rate, whichever is less, will be automatically carried forward by SDDC for final application in the ITGBL Rate Printout.

(b) **Class 2.** Transportation Service Providers establishing the I/F low rate will not refile for those low rate channels during the M/T. Class 2 low rates established during the I/F will be automatically carried forward to the M/T filing. Computer processing edits prevent the subsequent deletion of the low accepted Class 2 I/F rates in the M/T filing. Transportation Service Providers refiling for those traffic channels for which they did not set an I/F low rate, and for which a tentatively accepted I/F rate was filed, may either meet the established

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low rates or file higher rates up to and including the rates filed by that Transportation Service Provider during the I/F submission as long as the rate falls within the maximum filing criteria of \$75 above the low rate. For example, a Transportation Service Provider filing a tentatively accepted I/F class 2 rate of \$45 on a traffic channel with an established low rate of \$36 may file a M/T rate ranging from \$36 to \$45. Nonparticipation in the I/F or rejection of Class 2 rates filed in the I/F precludes participation in the M/T filing for those traffic channels affected. Computer processing edits prevent the subsequent deletion of accepted Class 2 I/F rates in the M/T filing if rates fall within the maximum filing criteria. Therefore, Transportation Service Providers desiring to remain at accepted I/F rate levels need take no additional M/T action, as unadjusted I/F rates will be automatically carried forward to the M/T filing if within the maximum filing criteria. Tentatively accepted I/F rates will be carried forward to the M/T filing in any instance where a Transportation Service Provider's M/T rate filing is rejected due to nonconformance with the M/T rate filing procedures.

(c) *Class 3.* Transportation Service Providers establishing the low rate will not refile for those low rate channels during the M/T filing. Established Class 3 I/F low rates will be automatically carried forward to the M/T filing. Computer processing edits prevent the subsequent deletion of accepted low Class 3 I/F rates in the M/T filing. Transportation Service Providers refiling for those traffic channels for which they did not set an I/F low rate and for which a tentatively accepted I/F Class 3 rate was filed may meet the established low rates, or file a rate within the \$75 M/T maximum filing criteria, or remain at I/F rate level provided such rates are within the M/T maximum filing criteria. Procedures for remaining at I/F rate levels are identical to Class 2 procedures above (i.e., unadjusted I/F rates will be carried forward to the M/T filing and accepted if within the M/T maximum filing criteria). Nonparticipation in the I/F or rejection of Class 3 rates filed in the I/F precludes participation in the M/T filing for those traffic channels effected. M/T rates or I/F rates that are carried forward, which exceed the \$75 maximum filing criteria, will be removed from the system.

e. **Administrative High Rates.** The administrative high rates used in the I/F have been established as follows:

|        |       |
|--------|-------|
| Code 3 | \$275 |
| Code 4 | \$300 |
| Code 5 | \$225 |
| Code 6 | \$350 |
| Code T | \$275 |
| Code 7 | \$300 |
| Code 8 | \$500 |
| Code J | \$275 |

Item 1907

***ITGBL Transportation Service Provider Accepted/Rejected Rate Report***

a. The ITGBL Transportation Service Provider Accepted/Rejected Rate Report provides a list of rates accepted and/or rejected by SDDC on completion of the I/F and M/T filings. This report will be retained by the Transportation Service Provider.

b. Transportation Service Providers are responsible for reviewing the accuracy and completeness of rates listed on the report. SDDC shall be notified of any mistake-in-rate filing (MIRF) allegations, in accordance with procedures contained in Item 1908.

c. For errors resulting from violation(s) of the Class 1, 2, and 3 rate filing system parameters, see Item 1916, Error Description Codes, for further explanation.

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Item 1908

***Mistake in Rate Filing Procedures***

a. **General.** Transportation Service Providers are afforded the opportunity to review I/F and M/T rates and to provide full and complete evidence in support of allegations of errors in construction and/or submission of rates. In general, mistakes for which relief may be granted include mathematical, clerical, or typographical errors involved in all phases of preparing, transcribing, and submitting rates. **A Transportation Service Provider, however, may not request MIRF relief for errors in judgment or for channels where no rates were originally filed in the initial filing cycle.** Relief for MIRF may be granted only after the Transportation Service Provider has thorough, clear, and convincing evidence establishing the existence of the particular mistake alleged and only under the procedures indicated below.

b. **Rate Filing.** I/F or M/T rates may be filed with SDDC prior to the designated dates. Transportation Service Providers discovering mistakes in rates submitted before the designated date will, if they so desire, add, delete, change, or correct such rates in accordance with Item 1906. The latest FTP submission received on or before the applicable I/F or M/T filing date will prevail as the Transportation Service Provider's rate filing. However, where multiple rates are actually processed, Item 1906c will apply. Where time precludes correcting mistakes before the designated date, or when Transportation Service Providers discover mistakes after the designated date, MIRF procedures will apply.

(1) **SDDC Action.** SDDC will develop individual ITGBL Transportation Service Provider Accepted/Rejected Rate Reports as well as a Selected Rate Listing for each Transportation Service Provider. The report contains all I/F rates filed by the Transportation Service Provider while the Selected Rate Listing contains those I/F rates that may be erroneous and are highlighted for careful review for error in computation or transcription by the Transportation Service Provider. Inclusion of rates in this listing does not imply that rates listed are low rates. While many low rates may be listed, the listing also contains a number of rates which may be several levels above the low rates in the hierarchy of rates filed by all Transportation Service Providers for each traffic channel and code of service. This listing has been revised to provide the - or + percentage of the past cycle low rate to facilitate efforts by Transportation Service Providers in the review of all rates contained in the ITGBL Transportation Service Provider Accepted/Rejected Rate Report. SDDC makes no express or implied warranty that the listing contains every possible selected rate worthy of review. Review of all rates is strictly the Transportation Service Provider's responsibility. Both listings are provided to industry per applicable solicitation filing schedules.

(2) **Transportation Service Provider Action.** Transportation Service Providers will review their ITGBL Transportation Service Provider Accepted/Rejected Rate Report for accuracy of all rates submitted, including those rates contained in the Selected Rate Listing. The Selected Rate Listing has been revised to show a - or + percentage of the past cycle low rate. For a Class 1 rate channel, Transportation Service Providers will notify SDDC immediately to withdraw the approvals concerned for the entire rate volume for the code(s) of service for the rate area(s) for which the error(s) was made in order to negate the erroneous rates or justify the rate filed. For a Class 2 or 3 rate channel, Transportation Service Providers will take necessary action under MIRF procedures or justify the rate filed. Transportation Service Providers are responsible for certifying the accuracy of each rate submitted and listed on the report. For Transportation Service Providers having no rate errors, no further action is required. Transportation Service Providers that discover rate filing errors which apparently meet MIRF criteria and for which relief will be requested, will immediately notify SDDC, Domestic & International Rate Branch, telephonically and then submit documentation in support of the error allegation not later than the designated date. Telephonic notification in no way changes the requirements imposed on Transportation Service Providers to support their allegations in writing. When a request for relief is made, and SDDC determines that the claimed error(s) has validity, SDDC will withdraw the approvals concerned, for the entire rate volume, for the code(s) of service, for the rate area(s), for which the error(s) was made in order to negate the erroneous rates. If SDDC determines the claimed error(s) does not have validity, the Transportation Service Provider must continue

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to render full service. The following evidence must, as a minimum, be included with all allegations of errors in rate levels:

(a) Original source documents pertinent to the error including, but not limited to, working papers, spread sheets, transcription sheets, adding machine tapes, tariffs, cost data sheets, conversion factors, memorandum for records, written procedural guidance, agent reimbursement schedules, internal rate printouts, and other such papers which will provide a clear audit trail for tracing the mistake. To protect their interests, Transportation Service Providers are encouraged to retain original source data until it is certain that no further use for it exists. The inability of Transportation Service Providers to produce such data in support of a MIRF will be considered in SDDC decisions.

(b) Sworn affidavits by all Transportation Service Provider personnel and agents indicating the extent and manner of their contribution to the error process.

(c) Other documents deemed by the Transportation Service Provider to be relevant to error validation. This may include evidence of methodology utilized during previous rate cycles.

(3) *SDDC Decision for Relief*. SDDC will evaluate the request and will notify Transportation Service Providers of its decision. SDDC will administratively consider only withdrawal--not correction--of mistakes. Also, when relief is authorized, the rates concerned will be invalid for the life of the rate cycle. The following procedures will apply:

(a) *Initial Filing*. Transportation Service Providers failing to provide clear and convincing evidence in support of alleged errors will be denied relief and all such rates contested will normally remain valid for the M/T filing provided such rates appear to be reasonably viable in rate level. Rates which under the "reasonable man" theory are so obviously inconsistent with other filings as to preclude their acceptance may be unilaterally deleted by SDDC irrespective of the lack of proper evidence substantiating the alleged error. In this instance, SDDC may administratively delete rates for the affected rate cycle. Erroneous rates which are fully supported by clear and convincing evidence will be deleted from the Transportation Service Provider's I/F and SDDC will normally substitute an administrative rate to permit the Transportation Service Provider to participate in the M/T filing for affected channels. Upon MIRF approval involving Class 1 rate filings, affected areas will be deleted with no assignment of administrative rates since there is no Class 1 M/T filing. Transportation Service Providers are advised that the complete burden of proof rests with the Transportation Service Provider on the first submission of evidence of allegation of MIRF. SDDC will not engage in continuing dialog of fact finding with the Transportation Service Providers concerned subsequent to the designated date for MIRFs.

(b) *M/T Filing*. MIRF procedures are primarily intended to eliminate unsupportable low rates established at the I/F level and to subsequently protect Transportation Service Providers from financial loss and to protect the Government from potential service failures resulting therefrom. Transportation Service Providers alleging errors in the M/T rate submission may do so within 14 calendar days (or the next Federal workday if the 14th day occurs on a Federal non-workday) from the date SDDC distributes M/T ITGBL Transportation Service Provider Accepted/Rejected Rate Reports, following the same procedures for supporting documentation applicable to I/F MIRF. Telephonic notification will be made as soon as feasible after discovery. However, telephonic notification in no way relieves the Transportation Service Provider from responsibility to support the allegations in writing. SDDC will evaluate these cases and will deny or grant relief based on the clear and convincing evidence. M/T rates for Transportation Service Providers denied relief will remain valid for the applicable rate cycle minimum period. Rates may be unilaterally deleted by SDDC by withdrawal of approval, for the affected rate cycle for the code(s) of service for the rate area(s) for which the error(s) was made. Erroneous rates for which relief is granted will be withdrawn for the life of the cycle. SDDC will consider only withdrawal--not correction--of mistakes.

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(c) *Assignment of Administrative Rates.* Rates withdrawn for Classes 2 and 3 during the I/F will normally be assigned an administrative rate when requested by the Transportation Service Provider to permit M/T participation. Transportation Service Providers may equalize the low rate or file a rate within the \$75 M/T maximum filing criteria. M/T Classes 2 and 3 rates which exceed the low rate by more than \$75 will be rejected.

(d) *Appeals.* Transportation Service Providers agree by participating in rate filings that SDDC's adverse decisions in MIRF actions are final agency decisions for purposes of further appeal to the General Accounting Office.

Item 1909

***Reserved for Future Use***

Item 1910

***Termination of Rates***

a. **General.** Transportation Service Providers may cancel rates by submission via the FTP format outlined in Items 1917 and 1918.

b. **Cancellation Periods.** Accepted Classes 1, 2, and 3 rates will remain in effect for the first 2 months of the rate cycle. Subject to this limitation, cancellations in the prescribed form will be processed in two phases. Each phase has a designated filing date and effective date. The first is 60 days and the second is 90 days.

c. **SDDC Action.** SDDC will verify the submission against the Transportation Service Provider's accepted M/T rates and supply the Transportation Service Provider with a copy of the accepted and rejected rate cancellations. The error codes for rejected cancellations are outlined in Item 1919. Transportation Service Provider cancellations are accepted as final submissions by SDDC. SDDC will also distribute the accepted rate cancellations to the affected personal property shipping offices (PPSOs) and the General Services Administration at least 30 days in advance of the effective date. On the effective date, acceptance and distribution of the cancellations will preclude Transportation Service Provider from further participation in the traffic over the respective rate channels and code of service for the duration of the rate cycle.

Item 1911

***Reserved for Future Use***

Item 1912

***Basic Preparation for SFRs***

a. All rates submissions must be prepared in accordance with the format prescribed in Appendix 19A of this chapter and instructions herein. Submissions must be in accordance with established rate filing schedules provided in rate solicitation letters.

b. All rates will be expressed in U.S. dollars (\$) and cents.

c. A Transportation Service Provider can submit ONLY ONE RATE TRANSACTION for a single ORIGIN to DESTINATION COMBINATION. SDDC will not be responsible for transactions resulting in duplicate rate submissions. It is the responsibility of the Transportation Service Provider to ensure only one transaction per single origin/destination combination is submitted.

d. Each rate cycle will be exclusive of prior cycles. Rates are not carried forward from past cycles to the current cycle.

e. All rates are filed by rate class:

(1) Class 1 - Must be filed during the I/F.

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(2) Class 2 - Rates must be filed during the I/F to participate in the M/T filing. Transportation Service Provider may refile during the M/T to either meet the low rate or file a rate between the low rate and the Transportation Service Provider's I/F rate, but within the maximum filing criterion.

(3) Class 3 - Rates must be filed during the I/F to participate in the M/T filing. Transportation Service Providers may refile during the M/T to meet the low rate or to establish a rate above the low rate, but within the maximum filing criterion.

f. Rate fields will be left blank (spaces, not zeroes) when it is intended that no rates are to be filed.

g. Applicable solicitation letters provide a listing which contains the origin to destination standard point location code (SPLC) name and the type of service control for each channel. It is suggested that this listing be used to edit and validate your rate submission prior to forwarding to SDDC.

Item 1913

***FTP Rate Submission for SFRs***

The following fields of information must be furnished as applicable in your rate submission. The record size is 80 character positions.

**RECORD  
POSITION:**

**DESCRIPTION AND INSTRUCTIONS:**

1-3

DOCUMENT IDENTIFIER (DOC ID):

- (1) Must be a "T"
- (2) Leave Blank\*
- (3) First digit of Filing Cycle "I,M"

EXAMPLE: T I - indicates "T" ITGBL  
Blank  
"I" Initial Filing Cycle

T M - indicates "M" Me-Too Filing Cycle

4-7

TRANSPORTATION SERVICE PROVIDER CODE: The unique Standard Carrier Alpha Code (SCAC) assigned to each ITGBL-approved TSP.

8-16

ORIGIN SPLC - Origin Standard Point Location Code. The SPLC is structured to facilitate the filing of rates on an AREA to AREA, POINT to POINT, or combination of either. The SPLC structure identifies a country, region, and point within the country.

EXAMPLE: US13 - represents the state of Vermont  
GE - represents the country of Germany

Code must be left justified and positions not used must be blanks.  
See Channel Control Listing for authorized origin to destination SPLC.

17-25

DESTINATION SPLC - Destination Standard Point Location Code.

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Use the same logic/method as outlined for coding origin positions.

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**NOTE: Rates must contain 5 numeric characters. EXAMPLE: A rate under \$100 must be preceded by a leading zero, thus \$61.30 must be entered as 06130.**

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|       |                           |
|-------|---------------------------|
| 26-30 | Rate for Type Service "J" |
| 31-35 | Rate for Type Service "T" |
| 36-40 | Rate for Type Service "3" |
| 41-45 | Rate for Type Service "4" |
| 46-50 | Rate for Type Service "5" |
| 51-55 | Rate for Type Service "6" |
| 56-60 | Rate for Type Service "7" |
| 61-65 | Rate for Type Service "8" |
| 66-80 | Blanks/Filler             |

## Item 1914

***Transportation Service Provider Low Five Rate File***

At the conclusion of the processing of the I/F, a file containing the established low rates for Classes 1, 2, and 3 is produced for the Transportation Service Provider industry in the format and specifications as outlined in this chapter. The file also contains the next four low rates and SCAC codes of the Transportation Service Providers establishing these rates.

## Item 1915

**FTP File Name Standards**

File name for rate submissions must be submitted in the following format.

| Position                         | Field                     | Entry  |
|----------------------------------|---------------------------|--|
| 1 <sup>st</sup>                  | Alpha<br>Lowercase        | a (initial input)<br>r (replacement)         |
| 2 <sup>nd</sup> -5 <sup>th</sup> | Alphanumeric<br>Lowercase | ADP identification code<br>(ie, dp78)        |
| 6 <sup>th</sup>                  | Alpha<br>Lowercase        | (International rate filing)                  |
| 7 <sup>th</sup>                  | Alpha<br>Lowercase        | w(winter rate cycle)<br>s(summer rate cycle) |
| 8 <sup>th</sup> -9 <sup>th</sup> | Numeric                   | 2 digit year (i.e., 98)                      |



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|                                    |                    |   |
|------------------------------------|--------------------|---|
| 10 <sup>th</sup> -11 <sup>th</sup> | Alpha<br>Lowercase | if (initial filing)<br>mt (me-too filing)<br>C1,C2, (cancellation cycles) |
| 12-14 <sup>th</sup>                | Alpha              | .gz (extension)   |

Example: adp78iw02mt.gz for initial or rdp78is02mt.gz for replacement

Item 1916

***Error Description Codes***

Information shown on the ITGBL Transportation Service Provider Error Listing and outlined below defines the submission of erroneous rates or records rejected by the system. Records rejected due to error will have the alpha-error description or numeric error code indicated. Rejections are not correctable except as stated elsewhere in these instructions.

a. Error Descriptions (DESC):

| <u>ERROR<br/>DESC</u>     | <u>DESCRIPTION</u>   |
|---------------------------|--|
| DUP                       | DUPLICATE RECORDS: Duplicate records submitted on this filing; only one was accepted.  |
| DOCID                     | DOCUMENT IDENTIFICATION: This error condition occurs when the instructions for filing the rates is not followed. All submissions with DOCID error will stop further edit of the rates.                                       |
| O-D                       | INVALID ORIGIN TO DESTINATION (O/D) COMBINATION: This error condition occurs when a submission is submitted for a combination not listed on industry Channel Control. A submission having this error will stop further edit. |
| NOMAS<br>M/T that was not | NO MASTER ON FILE: Transportation Service Provider submitted a record for the filed in the I/F or was administratively removed by SDDC.  |

b. Error Codes:

| <u>ERROR<br/>DESC</u> | <u>DESCRIPTION</u>   |
|-----------------------|--|
| 1                     | INVALID RATE. This rate has an invalid character in rate field. A valid rate must consist of 5 numeric characters. |
| 2                     | INVALID DELETE. Unauthorized delete action.  |
| 3                     | INVALID LO-HI LIMIT. This rate was submitted outside the limits established by SDDC.                               |
| 4                     | NOT APPROVED BY TYPE OF SERVICE. This rate was submitted for a   |

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Provider does code of service with an origin or destination area for which the Transportation Service not have approval.

- 5 RATE CLOSED FOR CODE OF SERVICE. This rate field is closed for this O/D combination for this code of service. See Industry Channel Control Listing.
- 6 CLASS CLOSED FOR THIS PROCESSING CYCLE. Submitted Class 1 rate in the M/T. There is no M/T for Class 1.
- 7 NO I/F RATE ON FILE. Attempted to increase a rate on file or attempted to file a rate for the M/T cycle that was not filed for in the I/F.
- 8 BELOW I/F LOW RATE. Rate for the M/T cycle is less than the established low rate in the I/F cycle. This rate has been removed from the system.
- 9 EXCEED MAXIMUM FILING CRITERIA. Rate exceeds the maximum limit criteria established by SDDC. The formula for calculating this criteria is:

Class 1

Low Rate + \$105.00 or low rate x 2 (whichever is less) = Max Level  
 Rate greater than Max Level = Error  
 Error = Rate removed from system

Class 2

Low Rate + \$75.00 = Max Level  
 Rate greater than Max Level = Error  
 Error = Rate removed from system

Class 3

Low Rate + \$75.00 = Max Level  
 Rate greater than Max Level = Error  
 Error = Rate removed from system

- A 5-10 percent below previous cycle I/F low rate.
- B 10 percent or more below previous cycle I/F low rate.

Item 1917

***Parameters for Rate Cancellations***

- a. All cancellations must be submitted via FTP in accordance with the format prescribed in this chapter and instructions herein. Submission must be in accordance with established rate filing schedules provided in rate solicitation letters.
- b. Zeros must be placed in the columns for the code of service to be cancelled.
- c. A Transportation Service Provider can submit ONLY ONE RECORD for a single origin to destination combination. Duplicate submissions will result in the processing of the first record read by the SDDC computer equipment.

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Item 1918

***FTP Rate Cancellation Submission***

The following fields of information must be furnished as applicable in your submission:

| <u>POSITION</u> | <u>DESCRIPTION AND INSTRUCTION</u>  |
|-----------------|---|
| 1-3             | Document identifier DXX:<br><br>(1) Must be a "D"<br>(2) Leave Blank*<br>(3) First digit of cancellation cycle 1 or 2<br><br>EXAMPLE: D-1 indicates Delete, blank, first cancellation cycle |
| 4-7             | Standard Transportation Service Provider Alpha Code assigned to each ITGBL-approved Transportation Service Provider.  |
| 8-16            | Origin SPLC - Origin Standard Point Location Code   |
| 17-25           | Destination SPLC  |
| 26-30           | Cancel rate for Code of Service "J" -- zero filled  |
| 31-35           | Cancel rate for Code of Service "T" -- zero filled  |
| 36-40           | Cancel rate for Code of Service "3" -- zero filled  |
| 41-45           | Cancel rate for Code of Service "4" -- zero filled  |
| 46-50           | Cancel rate for Code of Service "5" -- zero filled  |
| 51-55           | Cancel rate for Code of Service "6" -- zero filled  |
| 56-60           | Cancel rate for Code of Service "7" -- zero filled  |
| 61-65           | Cancel rate for Code of Service "8" -- zero filled  |
| 66-80           | Blanks/Fillers  |

Item 1919

***Cancellation Error Codes***

Rejected cancellations will be shown on the Transportation Service Provider's notice with an error code which describes the reason for rejection.

| <u>ERROR CODE</u> | <u>DESCRIPTION</u>   |
|-------------------|--|
| 1                 | No rate on file for that code of service in that O/D combination |

ORIGINAL PAGE 19-12

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|       |   |
|-------|---|
| 2     | Rate cancelled in previous cycle  |
| 3     | Invalid O/D combination or no rates on file in any code of service for that O/D combination |
| 4     | Invalid cancellation cycle  |
| xxxxx | Invalid Transportation Service Provider code for this filing cycle                          |

## INTERNATIONAL PERSONAL PROPERTY RATE SOLICITATION I-15

| RECORD SPECIFICATION   |          |   |           |            | 1. DATE        |
|--|----------|---|-----------|------------|----------------|
| For use of this form, see TB 1B-111; the proponent agency iMTPP  |          |   |           |            | 11Apr-03       |
| 2. ID  |          | 3. TITLE  |           |            |                |
|  |          | ITGBL RATE SYSTEM ---- FTP I/F & M/T Input Format   |           |            |                |
| 4. DESCRIPTION   |          |   |           |            | 5. LENGTH      |
| - ASCII Format<br>- Files must be submitted using appropriate naming convention<br>- Files must be compressed using gzip   |          |   |           |            | 80 Chars       |
|  |          |   |           |            | 6. SECLAS/PRIV |
|  |          |   |           |            | Unclassified   |
| 7. POSITION  | 8. FIELD | 9. FIELD TITLES   | 10. CLASS | 11. LENGTH | 12. REMARKS    |
| 1-3  | 1        | DOCUMENT IDENTIFIER Txx<br>Pos 1 Must be a "T"<br>Pos 2 Leave Blank<br>Pos 3 "I" "/F Cycle; "M" M/T Cycle | AN        | 3          | 1              |
| 4-7  | 5        | Standard Carrier Alpha Code "SCAC"  | A         | 4          | 2              |
| 8-16   | 6        | Origin SPLC   | AN        |            | 3              |
| 17-25  | 7        | Destination SPLC  | AN        |            | 3              |
| 26-30  | 8        | Rate for Type Service "J"   | N         | 5          | 4              |
| 31-35  | 9        | Rate for Type Service "T"   | N         | 5          | 4              |
| 36-40  | 10       | Rate for Type Service "3"   | N         | 5          | 4              |
| 41-45  | 11       | Rate for Type Service "4"   | N         | 5          | 4              |
| 46-50  | 12       | Rate for Type Service "5"   | N         | 5          | 4              |
| 51-55  | 13       | Rate for Type Service "6"   | N         | 5          | 4              |
| 56-60  | 14       | Rate for Type Service "7"   | N         | 5          | 4              |
| 61-65  | 15       | Rate for Type Service "8"   | N         | 5          | 4              |
| 66-80  | 16       | Blanks/Filler   |           | 15         |                |
| 1 - AN represents combination of Alpha (letter) numeric characters. The 3 represents the length of the field.<br>(Number of positions required to complete data field) |          |   |           |            |                |
| 2 - A represents the field will consist of all (4) alpha characters.   |          |   |           |            |                |
| 3 - Left Justify - field begins at left and positions not used must be blanks (spaces, not zeros).   |          |   |           |            |                |
| 4 - N represents the field will consist of all numeric characters. Rates under \$100 must be preceded by a leading zero, thus \$61.30 must be entered as 06130         |          |   |           |            |                |

## ORIGINAL APPENDIX 19A-2

## INTERNATIONAL PERSONAL PROPERTY RATE SOLICITATION I-15

| RECORD SPECIFICATION  |          |                               |           |            | 1. DATE        |
|---|----------|-------------------------------|-----------|------------|----------------|
| For use of this form, see TB 1B-111; the proponent agency is MTPP |          |                               |           |            | 1 APR 03       |
| 2. ID   |          | 3. TITLE                      |           |            |                |
|   |          | ITGBL Me-Too Master           |           |            |                |
| 4. DESCRIPTION  |          |                               |           |            | 5. LENGTH      |
| - ASCII Format  |          |                               |           |            | 96 Chars       |
|   |          |                               |           |            | 6. SECLAS/PRIV |
|   |          |                               |           |            | Unclassified   |
| 7. POSITION   | 8. FIELD | 9. FIELD TITLES               | 10. CLASS | 11. LENGTH | 12. REMARKS    |
| 1-4   | 1        | Std Carrier Alpha Code "SCAC" | A         | 4          | M-SCAC         |
| 5-13  | 2        | Origin SPLC                   | AN        | 9          | M-O-SPLC       |
| 14-22   | 3        | Destination SPLC              | AN        | 9          | M-D-SPLC       |
| 23-27   | 4        | ORIGIN NAME                   | A         | 5          | M-O-NME        |
| 28-32   | 5        | DESTINATION NAME              | A         | 5          | M-D-NME        |
| 33  | 6        | Rate "J" Class                | N         | 1          | M-CLASS-J      |
| 34  | 7        | Rate "J" Low Rate Indic       | N         | 1          | M-LRI-J        |
| 35-39   | 8        | Rate "J"                      | N         | 5          | M-RATE-J       |
| 40  | 9        | Rate "T" Class                | N         | 1          | M-CLASS-T      |
| 41  | 10       | Rate "T" Low Rate Indic       | N         | 1          | M-LRI-T        |
| 42-46   | 11       | Rate "T"                      | N         | 5          | M-RATE-T       |
| 47  | 12       | Rate "3" Class                | N         | 1          | M-CLASS-3      |
| 48  | 13       | Rate "3" Low Rate Indic       | N         | 1          | M-LRI-3        |
| 49-53   | 14       | Rate "3"                      | N         | 5          | M-RATE-3       |
| 54  | 15       | Rate "4" Class                | N         | 1          | M-CLASS-4      |
| 55  | 16       | Rate "4" Low Rate Indic       | N         | 1          | M-LRI-4        |
| 56-60   | 17       | Rate "4"                      | N         | 5          | M-RATE-4       |
| 61  | 18       | Rate "5" Class                | N         | 1          | M-CLASS-5      |
| 62  | 19       | Rate "5" Low Rate Indic       | N         | 1          | M-LRI-5        |
| 63-67   | 20       | Rate "5"                      | N         | 5          | M-RATE-5       |
| 68  | 21       | Rate "6" Class                | N         | 1          | M-CLASS-6      |
| 69  | 22       | Rate "6" Low Rate Indic       | N         | 1          | M-LRI-6        |
| 70-74   | 23       | Rate "6"                      | N         | 5          | M-RATE-6       |
| 75  | 24       | Rate "7" Class                | N         | 1          | M-CLASS-7      |
| 76  | 25       | Rate "7" Low Rate Indic       | N         | 1          | M-LRI-7        |
| 77-81   | 26       | Rate "7"                      | N         | 5          | M-RATE-7       |
| 82  | 27       | Rate "8" Class                | N         | 1          | M-CLASS-8      |
| 83  | 28       | Rate "8" Low Rate Indic       | N         | 1          | M-LRI-8        |
| 84-88   | 29       | Rate "8"                      | N         | 5          | M-RATE-8       |
| 89-96   | 30       | Filler                        |           | 8          |                |

## INTERNATIONAL PERSONAL PROPERTY RATE SOLICITATION I-15

|  |                 |  |                  |                   |                                       |
|--|-----------------|--|------------------|-------------------|---------------------------------------|
| <b>RECORD SPECIFICATION</b><br>For use of this form, see TB 1B-111; the proponent agency is MTPP |                 |  |                  |                   | <b>1. DATE</b><br>1 APR 03            |
| <b>2. ID</b>   |                 | <b>3. TITLE</b><br>ITGBL Low Five Transportation Service Providers |                  |                   |                                       |
| <b>4. DESCRIPTION</b><br>- ASCII Format  |                 |  |                  |                   | <b>5. LENGTH</b><br>80 Chars          |
|  |                 |  |                  |                   | <b>6. SECLAS/PRIV</b><br>Unclassified |
| <b>7. POSITION</b>   | <b>8. FIELD</b> | <b>9. FIELD TITLES</b>   | <b>10. CLASS</b> | <b>11. LENGTH</b> | <b>12. REMARKS</b>                    |
| 1  | 1               | Class  | AN               | 1                 |                                       |
| 2  | 2               | Type Service   | A                | 1                 |                                       |
| 3-11   | 3               | Origin SPLC  | AN               | 9                 |                                       |
| 12-20  | 4               | Destination SPLC   | AN               | 9                 |                                       |
| 21-25  | 5               | Origin Name  | AN               | 5                 |                                       |
| 26-30  | 6               | Destination SPLC   | AN               | 5                 |                                       |
| 31-35  | 7               | Rate   | N                | 5                 |                                       |
| 36-39  | 8               | Standard Carrier Alpha Code "SCAC"                                 | A                | 4                 |                                       |
| 40-80  | 9               | Blanks/Filler  |                  | 41                |                                       |

## INTERNATIONAL PERSONAL PROPERTY RATE SOLICITATION I-15

| RECORD SPECIFICATION  |          |                                  |           |            | 1. DATE        |
|---|----------|----------------------------------|-----------|------------|----------------|
| For use of this form, see TB 1B-111; the proponent agency is MTPP   |          |                                  |           |            | 1 APR 03       |
| 2. ID   |          | 3. TITLE                         |           |            |                |
|   |          | ITGBL Channel Control File       |           |            |                |
| 4. DESCRIPTION  |          |                                  |           |            | 5. LENGTH      |
| - ASCII Format  |          |                                  |           |            | 48 Chars       |
|   |          |                                  |           |            | 6. SECLAS/PRIV |
|   |          |                                  |           |            | Unclassified   |
| 7. POSITION   | 8. FIELD | 9. FIELD TITLES                  | 10. CLASS | 11. LENGTH | 12. REMARKS    |
| 01-09   | 1        | Origin SPLC                      | AN        | 09         | L-ORG-SPLC     |
| 10-18   | 2        | Destination SPLC                 | AN        | 09         | L-DES-SPLC     |
| 19-28   | 3        | Origin Name (abbreviation)       | AN        | 05         | L-ORG-NME      |
| 29-38   | 4        | Destination Name (abbreviation)  | AN        | 05         | L-DES-NME      |
| 39  | 5        | Type of Service "J", Rate CLASS* | AN        | 01         | L-CLASS-J      |
| 40  | 6        | Type of Service "T", Rate CLASS* | AN        | 01         | L-CLASS-T      |
| 41  | 7        | Type of Service "3", Rate CLASS* | AN        | 01         | L-CLASS-3      |
| 42  | 8        | Type of Service "4", Rate CLASS* | AN        | 01         | L-CLASS-4      |
| 43  | 9        | Type of Service "5", Rate CLASS* | AN        | 01         | L-CLASS-5      |
| 44  | 10       | Type of Service "6", Rate CLASS* | AN        | 01         | L-CLASS-6      |
| 45  | 11       | Type of Service "7", Rate CLASS* | AN        | 01         | L-CLASS-7      |
| 46  | 12       | Type of Service "8", Rate CLASS* | AN        | 01         | L-CLASS-8      |
| 47-48   | 13       | Blanks/Filler                    |           | 2          |                |
| <p><b>CLASS:</b> X, 1, 2, or 3</p> <p>X = closed for rates</p> <p>1 = then open for class 1 rates</p> <p>2 = then open for class 2 rates</p> <p>3 = then open for class 3 rates</p> |          |                                  |           |            |                |

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## INTERNATIONAL PERSONAL PROPERTY RATE SOLICITATION I-15

| <b>RECORD SPECIFICATION</b><br>For use of this form, see TB 1B-111; the proponent agency is MTPP  |   |   |                  |                   | <b>1. DATE</b><br>1 APR 038                    |
|---|---|---|------------------|-------------------|--|
| <b>2. ID</b>  | <b>3. TITLE</b><br>ITGBL Transportation Service Providers Rate Cancellation<br>Input Format |   |                  |                   |  |
| <b>4. DESCRIPTION</b><br>- ASCII Format<br>- Files must be submitted using appropriate naming conventions<br>- Files must be compressed using gzip  |   |   |                  |                   | <b>5. LENGTH</b><br>80 Chars                   |
|   |   |   |                  |                   | <b>6. SECLAS/PRIV</b><br>Unclassified          |
| <b>7. POSITION</b>  | <b>8. FIELD</b>   | <b>9. FIELD TITLES</b>  | <b>10. CLASS</b> | <b>11. LENGTH</b> | <b>12. REMARKS</b>                             |
| 1-3   | 1   | DOCUMENT IDENTIFIER Dxx<br>Pos 1 must be a "D"<br>Pos 2 must be 1st digit of Vol Number<br>Pos 3 must be a Cycle Number | AN               | 3                 | Pos 1 = "D"<br>Pos 2 = Vol Nr<br>Pos 3 = Cy Nr |
| 4-7   | 2   | Standard Carrier Alpha Code "SCAC"  | A                | 4                 |  |
| 8-16  | 3   | Origin SPLC   | AN               | 9                 |  |
| 17-25   | 4   | Destination SPLC  | AN               | 9                 |  |
| 26-30   | 5   | Cancel Rate for Type Svc "J"  | N                | 5                 | Value = 00000                                  |
| 31-35   | 6   | Cancel Rate for Type Svc "T"  | N                | 5                 | Value = 00000                                  |
| 36-40   | 7   | Cancel Rate for Type Svc "3"  | N                | 5                 | Value = 00000                                  |
| 41-45   | 8   | Cancel Rate for Type Svc "4"  | N                | 5                 | Value = 00000                                  |
| 46-50   | 9   | Cancel Rate for Type Svc "5"  | N                | 5                 | Value = 00000                                  |
| 51-55   | 10  | Cancel Rate for Type Svc "6"  | N                | 5                 | Value = 00000                                  |
| 56-60   | 11  | Cancel Rate for Type Svc "7"  | N                | 5                 | Value = 00000                                  |
| 61-65   | 12  | Cancel Rate for Type Svc "8"  | N                | 5                 | Value = 00000                                  |
| 66-80   | 14  | Blanks/Filler   |                  | 15                |  |
| <b>CLASS:</b><br>AN represents a combination of Alpha (letter) and numeric character.<br>A represents the field will consist of all alpha characters.<br>N represents the field will consist of all numeric characters. Rates under \$100 must be preceded by a leading zero, thus \$61.30 must be entered as 06130 |   |   |                  |                   |  |

## INTERNATIONAL PERSONAL PROPERTY RATE SOLICITATION I-15

| RECORD SPECIFICATION  |          |                               |           |            | 1. DATE        |
|---|----------|-------------------------------|-----------|------------|----------------|
| For use of this form, see TB 1B-111; the proponent agency is MTPP |          |                               |           |            | 1 APR 03       |
| 2. ID   |          | 3. TITLE                      |           |            |                |
|   |          | ITGBL Cancellation Master     |           |            |                |
| 4. DESCRIPTION  |          |                               |           |            | 5. LENGTH      |
| - ASCII Format  |          |                               |           |            | 116 Chars      |
|   |          |                               |           |            | 6. SECLAS/PRIV |
|   |          |                               |           |            | Unclassified   |
| 7. POSITION   | 8. FIELD | 9. FIELD TITLES               | 10. CLASS | 11. LENGTH | 12. REMARKS    |
| 1-4   |          | STD CARRIER ALPHA CODE "SCAC" | AN        | 4          | 999V99         |
| 5-13  |          | ORIGIN SPLC                   | AN        | 9          |                |
| 14-22   |          | DESTINATION SPLC              | AN        | 9          |                |
| 23-27   |          | ORIGIN NAME CODE              | AN        | 5          |                |
| 28-32   |          | DESTINATION NAME CODE         | AN        | 5          |                |
| 33-35   |          | ORIGIN CONTROL AREA (OCA)     | AN        | 3          |                |
| 36-38   |          | DESTINATION                   | AN        | 3          |                |
| 39-42   |          | VOLUME NUMBER                 | N         | 4          |                |
| 43-50   |          | CYCLE SET NO 1 - J            |           | 8          |                |
| 43  |          | - CYCLE NUMBER 0, 1, 2        | N         | 1          |                |
| 44  |          | - CLASS NO - 1, 2, 3          | AN        | 1          |                |
| 45  |          | - INDICATOR - LOW RATE        | N         | 1          |                |
| 46-50   |          | - RATE                        | N         | 5          |                |
| 51-58   |          | CYCLE SET NO. 2 - T           |           | 8          |                |
| 59-66   |          | CYCLE SET NO. 3 - 3           |           | 8          |                |
| 67-74   |          | CYCLE SET NO. 4 - 4           |           | 8          |                |
| 75-82   |          | CYCLE SET NO. 5 - 5           |           | 8          |                |
| 83-90   |          | CYCLE SET NO. 6 - 6           |           | 8          |                |
| 91-98   |          | CYCLE SET NO. 7 - 7           |           | 8          |                |
| 99-106  |          | CYCLE SET NO. 8 - 8           |           | 8          |                |
| 107-116   |          | Blanks/Filler                 |           | 10         |                |

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## INTERNATIONAL PERSONAL PROPERTY RATE SOLICITATION I-15

| RECORD SPECIFICATION   |          |  |           |            | 1. DATE                        |
|--|----------|--|-----------|------------|--------------------------------|
| For use of this form, see TB 1B-111; the proponent agency is DMTTP |          |  |           |            | 1 APR 03                       |
| 2. ID  |          | 3. TITLE   |           |            |                                |
|  |          | ITGBL Tonnage Estimate File  |           |            |                                |
| 4. DESCRIPTION<br>- ASCII Format                                   |          |  |           |            | 5. LENGTH<br>50 Chars          |
|  |          |  |           |            | 6. SECLAS/PRIV<br>Unclassified |
| 7. POSITION  | 8. FIELD | 9. FIELD TITLES  | 10. CLASS | 11. LENGTH | 12. REMARKS                    |
| 1  | 1        | TP-MOT-GROUP<br>1 = HHG (MOT 3, 4, 5, 6, T)<br>2 = BAG (MOT 7, 8, J)                         | N         | 1          | *                              |
| 2  | 2        | TP-CHANNEL<br>1 = OSEA TO CONUS<br>2 = CONUS TO OSEA<br>3 = INTRATHEATER<br>4 = INTERTHEATER | N         | 1          | *                              |
| 3-11   | 3        | TP-KEY1<br>ORIG WHEN PAGESIDE IS 1<br>DEST WHEN PAGESIDE IS 2                                | AN        | 9          |                                |
| 12   | 4        | TP-PAGESIDE<br>1 = LEFT SIDE OF PAGE<br>2 = RIGHT SIDE OF PAGE                               | N         | 1          | *                              |
| 13-17  | 5        | TP-ABBR1 (FOR KEY1)  | AN        | 5          |                                |
| 18-26  | 6        | TP-KEY2  | AN        | 9          |                                |
| 27-31  | 7        | TP-ABBR2 (FOR KEY2)  | AN        | 5          |                                |
| 32-37  | 8        | TP-NUMB-SHIP   | N         | 6          |                                |
| 38-47  | 9        | TP-HUNDREDWEIGHT   | N         | 10         |                                |
| 48-50  | 10       | TP-PCTG  |           | 3          |                                |
| * IGNORE FIELDS  |          |  |           |            |                                |